DOCUMENT RESUME

ED 207 571 IR 009 686

AUTHOR Menge, Paul, Comp.
TITLE A Glossary of Terms, Acronyms, and Abbreviations Used in the Department of Health and Social Services.
INSTITUTION Wisconsin State Dept. of Health and Social Services, Madison.
PUB DATE May 80
NOTE 37p.

EDRS PRICE MF01/PC02 Plus Postage.
DESCRIPTORS *Abbreviations; Glossaries; *Human Services; *Legislation; *Private Agencies; *Public Agencies; *State Agencies; Vocabulary
IDENTIFIERS Wisconsin

ABSTRACT

Intended to help those whose contact with the Department of Health and Social Services is continuous and whose need for a quick reference persists beyond a single document or meeting, this glossary defines specialized terminology and spells out (defining where necessary) abbreviations and acronyms used in the agency's programs and papers. This collection of over 300 items includes private, state, and federal agency names and shortened titles commonly used for enacted legislation in the field of human services. (RAA)

****
* Reproductions supplied by EDRS are the best that can be made *
* from the original document. *
****

U S DEPARTMENT OF HEALTH,
EDUCATION & WELFARE
NATIONAL INSTITUTE OF
EDUCATION

THIS DOCUMENT HAS BEEN REPRODUCED EXACTLY AS RECEIVED FROM THE PERSON OR ORGANIZATION ORIGINATING IT. POINTS OF VIEW OR OPINIONS STATED DO NOT NECESSARILY REPRESENT OFFICIAL NATIONAL INSTITUTE OF EDUCATION POSITION OR POLICY

ED207571

A GLOSSARY OF TERMS, ACRONYMS, & ABBREVIATIONS USED IN THE DEPARTMENT OF HEALTH AND SOCIAL SERVICES

Wisconsin Department of Health and Social Services

May 1980

"PERMISSION TO REPRODUCE THIS MATERIAL HAS BEEN GRANTED BY

Paul E. Menge

TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)."

IR009686

Acronyms and specialized terminology used by public and private agencies are time-saving, shorthand ways for them to communicate lengthy titles and basic concepts. To the uninitiated listener or reader, however, they are a foreign language or simply bureaucratic jargon.

At a minimum, the first time an acronym or specialized term is used in DHSS (Department of Health and Social Services) communications, we ask our staff to define it. But quite often a legislator, citizen or non-DHSS person joins a conversation late or sees the second, third, or fourth document in a series (when the definitions were set forth in the first) and is at an immediate disadvantage.

This glossary does not excuse our staff from writing and speaking plainly. It is meant to help those whose contact with the agency's programs and papers is continuous and whose need for a quick reference persists beyond a single document or meeting.

Glossary definitions sometimes include acronyms and other abbreviations in the interests of economy of expression. Since these are defined elsewhere in the same document and the document will not likely be read straight through from front to back, we have departed from our practice of defining them the first time they appear.

This glossary was compiled by Paul Menge of the Division of Policy and Budget with the help of several other staff of the Department. If you would like 1 to 5 more copies, you can obtain them from the Division of Policy and Budget, Room 720, One West Wilson Street, Madison, Wisconsin 53702 (phone 608-266-2900). For larger quantities, you are authorized to reproduce this document.

AA(a) - Affirmative Action.

AA(b) - Alcoholics Anonymous.

AA(c) - Area administrator in the Division of Community Services; there are 21 of these, each responsible for consultation regarding DCS programs to one or more counties.

AAA - Area Agency on Aging; substate planning and coordinating agencies authorized by Federal Older Americans Act; 9 in Wisconsin.

AAIP - Affirmative Action Intern Program.

ADAMHA - Alcohol, Drug Abuse, and Mental Health Administration, part of PHS in HEW.

ADMINISTRATIVE RULES - Formal DHSS requirements made to implement statutes, applicable to parties outside the agency, having the force of law, and produced in conformity with Ch. 227 procedures. Rules are grouped in sections of chapters of the multi-volume Wisconsin Administrative Code.

ADMINISTRATOR - Head of a division of the Department.

AETP - Alcoholism Education and Treatment Program at Winnebago Mental Health Institute; for persons under correctional supervision of the Department.

AFDC - Aid to Families with Dependent Children; income maintenance payments to low-income households with children.

AFDC-F - AFDC payments for foster care of children.

AFDC-I - AFDC payments for institutional care of children.

AFDC-U - AFDC payments for families headed by an unemployed parent.

AFTERCARE - Status of those youth under correctional supervision of the Department who have been released from institutional confinement by action of the Juvenile Offender Review Program (JORP) and are supervised while living in the community by agents of the Department.

AGING NETWORK - Refers to State Bureau of Aging, Area Agencies on Aging (AAAs), nutrition projects for the elderly, senior centers, and all other public and non-profit organizations in Wisconsin planning, developing, and providing services for older adults.

AIAC - American Indian Advisory Committee; advisory to the DHSS Secretary.

AIP - Annual implementation plan for a health systems agency (HSA), a kind of HSA work plan derived from the multi-year Health System Plan (HSP).

A-95 - The Federal Office of Management and Budget circular which establishes a process by which parties affected by or otherwise interested in a Federal grant application have an opportunity to comment on it in advance of its submittal.

ALTERNATE CARE BUREAU - The Division of Community Services bureau responsible for planning for protective services for adults, aids to communities for services to youth, housing, and long-term support.

ANNUAL REVIEW - Mid-biennium budget adjustments; mini-budget.

ANTABUSE - A drug used in treatment of alcohol abuse; a person on this drug becomes violently ill following ingestion of alcoholic beverages.

AOA - Administration on Aging, part of OHDS in HEW; responsible at Federal level for Older Americans Act programs.

APHA - American Public Health Association.

AP&P - Adoption and Permanent Planning Section in each regional office of the DHSS Division of Community Services.

APPLIED RECEIPTS - Revenues, usually Federal, available to offset expenditures for specific services or programs.

APPOINTING AUTHORITY - Any staff person in the Department who has been given the power to appoint individuals to or to remove them from subordinate positions.

APS - Administration for Public Services, part of OHDS in HEW; responsible at Federal level for Title XX social service program.

APWA - American Public Welfare Association.

AWCCI - Association of Wisconsin Child Caring Institutions.

B-FORM - Detailed budget development forms required of state agencies by the Department of Administration.

BAC(a) - Blood alcohol content

BAC(b) - Bureau of Alternate Care, in the DHSS Division of Community Services.

BAODA - Bureau of Alcohol and Other Drug Abuse, in the DHSS Division of Community Services.

BCYF - Bureau for Children, Youth and Families, in the DHSS Division of Community Services.

BEHAVIOR MANAGEMENT (MODIFICATION) - Systematic application of behavioral techniques, such as positive reinforcement, to persons with behavioral problems in order to establish, change, maintain, or eliminate specified behaviors.

BHI - Bureau for Hearing Impaired, in the DHSS Division of Community Services.

BOGO - Board on Government Operations; this is now the Joint Committee on Finance in its role as reviewer of emergency funding requests under s.13.101, of the Wisconsin Statutes.

BPER - Bureau of Personnel and Employe Relations in the DHSS Division of Management Services.

BPR - Bureau of Program Resources, in the DHSS Division of Corrections; responsible for clinical services, and education and training at institutions.

BUDGET - Usually means the Department's budget request, that is, the proposed two-year spending plan for the Department.

BUDGET MANDATE - A directive from the Legislature to a state agency transmitted through a budget act, requiring the agency to do something by a certain date, perhaps carry out a study and submit a report with recommendations.

CACAODA - Citizens Advisory Council on Alcohol and Other Drug Abuse.

CAMP SYSTEM - The five correctional camps, two farms, UW Hospital prison ward, and Sprite project for juveniles; these are treated together for central administrative purposes.

CAODA - Council on Alcohol and Other Drug Abuse; Governor's council established by s.14.017(2) Wisconsin Statutes and staffed by DHSS.

CASE CLASSIFICATION - A Division of Corrections system of classifying probationers and parolees on the basis of a combination of risk of violation posed by the client and client need for services to increase capabilities to stay out of trouble.

CBRF - Community-based residential facility; a place in which 3 or more unrelated adults live and where they receive care, treatment, or services in addition to board and room but not nursing care on any permanent basis.

CCIG - Children's Code Implementation Group; a DHSS committee providing answers to policy interpretation questions as part of implementation of the revised Children's Code.

CCO - Community Care Organization project; sought to demonstrate that an integrated system of support services can keep people out of nursing homes and can cut Title XIX expenditures.

CDC - Center for Disease Control in Atlanta, part of PHS in HEW.

CERTIFICATE OF NEED (CON) - Review for approval by HSAs and the Department of proposals for significant expansion or modification of health care facilities such as hospitals and nursing homes; the Department's written authorization for a person to implement the approved proposal.

CERTIFICATION - A declaration of eligibility, for instance, of a household for food stamps or of a medical care provider for reimbursement for providing services to Medicaid-covered patients.

CERT REQUEST - A personnel form used to obtain permission to take action to fill a vacant position.

CETA - Comprehensive Employment and Training Act, PL93-203 as amended; provides job training and employment opportunities to economically disadvantaged, unemployed, and underemployed persons.

CFR - Code of Federal Regulations

CHAPTER 46 - of the Wisconsin Statutes: basic statute for the Department of Health and Social Services.

CHAPTER 48 - of the Wisconsin Statutes: called the Children's Code, this collection of statutes covers court and agency responsibility for children found delinquent, abused or neglected or in need of adoption, or who live in foster family or group homes, child-caring institutions, or attend day care centers.

CHAPTER 49 - of the Wisconsin Statutes: public assistance programs.

CHAPTER 51 - of the Wisconsin Statutes: mental hygiene programs.

CHAPTER 55 - of the Wisconsin Statutes: protective services for adults, including court-ordered protective placements.

CHIEF - Head of a section which is part of a bureau within a division of the Department.

CHILD CARING INSTITUTIONS (CCI) - Private institutions licensed by the Department to provide residential care to more than eight children outside their own homes.

CHIPS - Child in need of protection or services.

CHORE SERVICES - A variety of non-professional services for people provided or purchased by county social service departments and including lawn care, shopping, errands.

CHSD - County human service departments organized under s.46.23, Wisconsin Statutes.

CHSP - Community Human Services Project; promoted and initially funded service delivery integration efforts, including projects in Racine and Milwaukee Counties.

CLASS - A group of positions which are substantially similar in respect to authority, responsibility and nature of work required.

CMI - Chronically mentally ill persons.

COMMUNITY LIVING ARRANGEMENTS - Covers community-based residential facilities for adults (CBRF), group homes for children, and private child caring institutions, for purposes of Chapter 205, Laws of 1977, dealing with over-riding of local zoning ordinances.

CON - Certificate of Need. (See definition)

COPE - Central Office Project Experience; program associates local agency staff with the work and decision-making of DHSS, on a project basis.

CPB - Coordinated plan and budget. A combined plan and budget developed each year as part of a formalized state-directed process by which local social service departments and 51. agencies in counties or combinations of counties plan and budget together as a condition for receipt of state aids.

CPC - Citizens Participation Council; in every county, an advisory group to either the county board or the social services committee of the county board, for purposes of Title XX planning.

CPR - Center for Public Representation, a Madison-based legal advocacy group.

CR - Civil rights.

CRN - Computer Reporting Network for county and RNIP agencies administering AFDC and food stamps and determining eligibility for MA; it is a mechanized system by which eligibility is determined and grant size is calculated.

CT SCANNER - Computed tomography scanner; a high cost revolutionary diagnostic device which uses radiographic and computer techniques to produce cross-sectional images of head and body.

CTST EVALUATION - Competency-to-stand-trial evaluation; the assessment by a psychiatrist or psychologist of a person charged with a criminal offense who because of a mental disorder may be unable to understand the proceedings against him or help with his defense.

CWC - Central Wisconsin Center, DHSS facility in Madison for developmentally disabled persons.

CWLA - Child Welfare League of America.

DC - Department Coordinator, one for each of the six regions of DHSS; field-located in Milwaukee, Brookfield, Madison, Eau Claire, Rhinelander and Green Bay.

DCI - Dodge Correctional Institution in Waupun.

DCS - Division of Community Services in DHSS.

DD - Developmental disabilities. (See definition)

DEA - Division of Economic Assistance in DHSS.

DETOXIFICATION - Emergency treatment for the acutely intoxicated person. Ordinarily it consists mostly of waiting. Can be medical or non-medical.

DEVELOPMENTAL DISABILITY - In Wisconsin, a severe chronic disability of a person attributable to mental retardation, cerebral palsy, epilepsy, autism or another neurological condition; the new Federal definition expands the covered group to include physically impaired persons and also presence of functional limitations in three or more capability areas.

DHSS - Wisconsin State Department of Health and Social Services.

DILHR - Wisconsin State Department of Industry, Labor, and Human Relation; responsible for employment services and building safety.

DIN - Decision Item Narrative; a statement justifying a proposal included in a budget request.

DIRECT SERVICES - Services provided directly to people by Department staff.

DIRECTOR - Head of a bureau within a division of the Department.

DLAD - Wisconsin State Department of Local Affairs and Development; responsible for technical assistance to local governments, housing, planning and support for substate anti-poverty agencies, and emergency preparedness.

DMS - Division of Management Services in DHSS.

DOA - Wisconsin State Department of Administration.

DOC - Division of Corrections in DHSS.

DOH - Division of Health in DHSS.

DOL - U.S Department of Labor

DPB - Division of Policy and Budget in DHSS.

DPI - Wisconsin State Department of Public Instruction.

DSS - County departments of social service; these administer public assistance and social service programs; same as SSD, CDSS.

DVR - Division of Vocational Rehabilitation in DHSS.

EAP - Employee Assistance Program; in places of employment, identification and referral for counseling of persons who exhibit alcohol abuse, drug abuse, or emotional problems which affect their work.

EASTERN REGION (4) - One of six common regions for DHSS staff in the field, Green Bay-headquartered.

ED/DD - Developmentally disabled persons who are also emotionally disturbed.

EDS-FEDERAL - Electronic Data Systems-Federal, the firm which serves as fiscal agent (the payer of bills) for Wisconsin's Medicaid program.

EIS - Environmental impact statement; required of a state agency by the Wisconsin Environmental Policy Act, s.1.11 of the Wisconsin Statutes, when that agency proposes a major action affecting the environment.

EMS - Emergency Medical Services.

EPSDT - Early and Periodic Screening, Diagnosis, and Treatment program for children from low-income families; financed by Title XIX.

ETHAN ALLEN SCHOOL (EAS) - Department's juvenile correctional facility for boys at Wales.

EVALUATION, EFFECTIVENESS - The collection, analysis and interpretation of information to determine if a program is having the consequences originally intended.

EVALUATION, OUTCOME - The collection, analysis, and interpretation of information to determine a program's overall impact on target groups or systems.

EVALUATION, PROCESS - The collection, analysis, and interpretation of information to determine a) whether or not the procedures specified in a program plan are actually carried out in the intended manner, and b) the extent to which the program is actually making gains toward achieving its objectives.

EVALUATION, PROGRAM - Formal assessment, through objective measurements and systematic analysis, of the manner and extent to which programs or their components achieve their objectives or produce other significant effects.

FAS - Fetal alcohol syndrome; physical and/or mental anomalies in a newborn child resulting from the mothers's drinking of alcoholic beverages during pregnancy.

FFP - Federal financial participation, i.e., Federal aid.

FFY - Federal fiscal year, October 1 to September 30.

FTE - Full-time equivalent; used to refer to authorized position levels.

51. AGENCIES - County and multi-county public agencies serving persons with mental disabilities; organized under Chapter 51 of the Wisconsin Statutes.

51.30 - That section of the Wisconsin Statutes which deals with confidentiality of personal information on persons served by 51. agencies.

51.42 - That section of the Wisconsin Statutes which establishes a system of local agencies to serve persons who are mentally handicapped by reason of mental illness or emotional disturbance, developmental disability, alcohol abuse or other drug abuse.

51.437 - That section of the Wisconsin Statutes which establishes a system of local agencies to serve developmentally disabled persons.

51.45 - That section of the Wisconsin Statutes which deals with substitution of treatment for criminal prosecution in the case of persons intoxicated in public.

FLCI - Fox Lake Correctional Institution, a medium security institution for adult male offenders.

FNS - Food and Nutrition Service, the part of the U.S. Department of Agriculture responsible for Food Stamps.

46.036 - That section of the Wisconsin Statutes which deals with purchase of services by the Department, county social service departments, and 51. agencies.

FOSTER CARE - Mainly court-ordered residential care for children outside their own homes with families who take up to four children; homes are licensed by county social service departments, licensed private child-placing agencies, or by DHSS.

FOSTER GRANDPARENTS - Older adults employed by the Department in half-time substitute grandparent capacities in residential institutions for children and youth.

FS - Food Stamps program.

FY - Fiscal year, the twelve-month period used for financial planning purposes; the state's fiscal year is July-June whereas the counties' is January-December, and the Federal government's is October-September.

GAS - Goal attainment scaling; a means of evaluating the impact of services, based on making scales to show attainment of goals that were designed to alleviate a problem. Both problems and goals are client-specific. Goals are expressed in behavior outcome measures.

GMFR - Grants Management and Federal Relations. Section in the DHSS Division of Policy and Budget.

GPR - General purpose revenues; consist of state-levied taxes and miscellaneous receipts and revenues collected by state agencies and paid into the state general fund where they lose their identity and are then available for appropriation by the Legislature.

GPR EARNED - Those dollars collected by the Department in payment for its services but deposited in the general fund rather than kept by the Department or earmarked for expenditure by it.

GROUP CARE - Mainly court-ordered residential care for children outside their own homes with families or organizations which take from 5 to 8 children; homes are licensed by the Department.

H-24 - Department's administrative rules for hospitals.

H-32 - Department's administrative rules for nursing homes.

HALFWAY HOUSE - A short-term structured living environment generally for persons who have just left residential institutions and have difficulty adjusting to living in the community.

HAR - Hiring action report; a personnel form filled out by a supervisor to notify the Department personnel office that someone has accepted a position and will begin work on a certain date.

HCFA - Health Care Financing Administration, one of five major agencies of HEW.

HEW - U.S. Department of Health, Education, and Welfare (renamed HHS 5/4/80).

HHS - U.S. Department of Health and Human Services (new name for HEW after Education was taken out).

HMO - Health maintenance organization; a group or system for providing medical care on a prepayment basis.

HOSPITAL RATE REVIEW COMMITTEE - A standing committee of DHSS, Blue Cross, and WHA representatives and nominees to review reasonableness of hospital rate increase proposals. Committee approval is a condition of Medicaid and Blue Cross reimbursement.

HPC - Health Policy Council; same as SHCC.

HORIZONTAL PROGRAM MANAGER (HPM) - A DHSS employee who is assigned responsibility and given the necessary authority to manage an activity that cuts across bureau or divisional lines and for this purpose reports directly to a top manager.

HRA - Health Resources Administration, part of PHS in HEW; responsible at Federal level for national health planning system development.

HSA (a) - Health Systems Agency; substate planning agencies required by PL93-641; 7 in Wisconsin.

HSA (b) - Health Services Administration, part of PHS in HEW; responsible at Federal level for public heath services.

HSCP - Human Services Classification Project; developed common service definitions for Department programs.

HSDT - Human services development team; a 12-member high-level team drawn from all divisions of the Department to work on developmental and cross-divisional aspects of DHSS accommodation to county human service departments (CHSD).

HSP - Health systems plan of a health system agency (HSA), covering strategic action and health resource changes recommended over the next five years to alter the health system in order to attain explicitly stated objectives.

HSS 101-108 - Department's administrative rules for the Medical Assistance (Title XIX) program; the "super-rule".

HSS 3 - Department's administrative rules for community-based residential facilities.

HST - Human services taxonomy

HUMAN SERVICE DEPARTMENTS - County agencies formed through merger of 51. agencies, social service departments, and other county human service agencies, as permitted by s.46.23, Wisconsin Statutes.

HURA - Health-underserved rural areas project of the Department.

I&R - Information and referral.

ICF - Intermediate care facility; a Federal Title XIX term referring to a lower level of nursing care than that provided in skilled nursing facilities (SNF).

ICF-MR - An ICF serving only or mainly mentally retarded residents.

IHSP - Infant health screening program of the Department.

IM - Income maintenance (=public assistance=welfare payments=economic security payments=economic assistance).

IMR - Independent medical review; annual evaluation of SNF nursing home residents.

INDIRECT SERVICES - Services to people provided by various public and private agencies under aid formula, purchase agreement, or contract with the Department.

IPR - Independent professional review; annual evaluation of ICF nursing home residents.

IRAP - Indo-Chinese Refugee Assistance Program, in DHSS; an effort to coordinate DHSS activities in support of Indochinese refugees.

IRB - Institutional review board, required in every institution and agency conducting research involving human subjects with HEW funds.

ISP - Information systems plan.

ISSAC - Information System Agency Advisory Committee; a state-local advisory committee to DCS on information system development.

JCRAR - Joint Committee for Review of Administrative Rules, of the Wisconsin Legislature.

JOCER - Joint Committee on Employment Relations, of the Wisconsin Legislature.

JORP - Juvenile Offender Review Program; periodically audits Department planning for every juvenile offender committed to the Department's custody and not living at home.

KELLETT COMMITTEE - Citizens advisory committee on reorganization of state executive government in Wisconsin (1965-67); recommended Department of Health and Social Services constituted from the Department of Public Welfare, Board on Aging, State Board of Health, and Division of Vocational Rehabilitation.

KMCI - Kettle Moraine Correctional Institution near Plymouth, a medium security institution for adult male offenders.

LAB - Legislative Audit Bureau.

LAW - Legal Action of Wisconsin; a statewide public interest law firm concerned with the rights of welfare clients.

LEAA - Law Enforcement Assistance Administration, part of the U.S. Department of Justice; source of funding for Wisconsin Council on Criminal Justice.

LFB - Legislative Fiscal Bureau

LICENSE - A permit to operate, declaring that the facility or program or person meets certain minimum standards or qualifications.

LIFE SAFETY CODE - National Fire Protection Association (NFPA) standards for the safety of life in buildings. Adopted by reference by the Federal government as one condition for participation under the Medicare and Medicaid programs.

LINCOLN HILLS SCHOOL (LHS) - Department's juvenile correctional facility near Merrill.

LOP - Local operating plan for the WIN program; a separate plan for each county is prepared annually by a Job Service office and county social service department.

LTC - Long term care.

LTCIS - Long Term Care Information System; for nursing homes and CBRF.

LTE - Limited term employee.

LTS - Long term support.

MA - Medical Assistance, Wisconsin term for the Medicaid (Title XIX) program.

MAJOR INITIATIVE - A broad area of the Department's work which has been singled out for policy development attention as part of the four-year planning process in DHSS. Currently major initiatives are long-term support, children's services, welfare reform, health protection and promotion, and human services management.

MAP - Mutual Agreement Program; formerly within the Division of Corrections, a contract-type arrangement by which the Department agreed to a parole date for an incarcerated offender contingent on that person's completion of specified goals in such areas as work assignments, vocational and skill training, conduct, and education.

MBO - Management-by-Objectives; a system of managing (also packaging of good management practices) directed at results and involving the supervisor and the person supervised in joint setting of objectives for the latter with efforts to measure progress toward attainment.

MCH - Maternal and Child Health (Title V) program of the Department.

MEDICAL ASSISTANCE - Wisconsin's term for Medicaid (Title XIX) program.

MEDICAID - Title XIX of the Federal Social Security Act; pays for medical care for low-income persons; state-administered.

MEDICARE - Title XVIII of the Federal Social Security Act; insurance-like payments for medical care for persons aged 65 and over; administered by Federal Social Security Administration.

MENTAL HYGIENE - A term encompassing mental health, developmental disabilities, alcohol abuse, and drug abuse programs.

MERC - Medical Education Review Committee, established by s.39.16 of the Wisconsin Statutes, and staffed by DHSS.

METRO CENTER - Residential facilities in communities for adult offenders on work or study release from correctional institutions.

MILWAUKEE REGION (3) - One of six common regions for DHSS staff in the field, Milwaukee-headquartered.

MMHI - Mendota Mental Health Institute in Madison.

MMIS - Medicaid Management Information System.

MOUND SYSTEMS - Alternative systems designed by UW Solid Waste Management Project for wastewater (sewage) disposal at sites unsuited for installation of a conventional septic system.

MR(a) - Mental retardation.

MR(b) - Mandatory release of adults from correctional institutions to field supervision before the expiration of their terms, brought about by credit earned for good conduct rather than by Parole Board decision.

NCCD - National Council on Crime and Delinquency.

NEEDS REVIEW BUREAU - The Division of Health bureau responsible for administering the certificate of need and hospital rate review programs.

NIA - National Institute on Aging, one of 11 NIH within PHS in HEW.

NIAAA - National Institute on Alcoholism and Alcohol Abuse, part of ADAMHA in HEW.

NIDA - National Institute on Drug Abuse, part of ADAMHA in HEW.

NIH - National Institutes of Health, part of PHS in HEW; includes 11 research institutes and National Library of Medicine.

NIMH - National Institute of Mental Health, part of ADAMHA in HEW.

NORMALIZATION - A principle employed in the developmental disabilities program area. It refers to using means which are as culturally normal as possible in order to establish and/or maintain personal behaviors and characteristics which are as culturally normal as possible.

NORTHERN REGION (6) - One of six common regions for DHSS staff in the field, Rhinelander-headquartered.

NOV - Notice of violation, in nursing home regulation.

NURSING HOME - A place which provides 24 hour services including board and room to 3 or more unrelated residents who because of their mental or physical condition require either nursing care or personal care in excess of 7 hrs./week.

NWC - Northern Wisconsin Center, DHSS facility for developmentally disabled persons near Chippewa Falls.

OAA - Older Americans Act, PL95-478.

OCCS - Office of Coordinated Community Services in the DHSS Division of Community Services; responsible for CPB, Title XX, WIN Support, Services for Indians.

OCI - Oakhill Correctional Institution near Oregon, a minimum security institution for adult male offenders.

OHDS - Office of Human Development Services, one of five major agencies of HEW.

OIS - Office of Information Systems in DHSS.

OMB - Federal Office of Management and Budget; President's staff unit responsible for budget development and review, and for management improvement.

OOM - Office of Operations and Management, an internal support staff in most of the program divisions of the Department.

OPERATING BUDGET - Approved annual spending program for the Department, by responsibility area.

ORL - Office of Regulation and Licensing, in the DHSS Division of Community Services.

PACT - Program for Assertive Community Treatment operated by Mendota Mental Health Institute.

PAR - Position action request; a personnel form used for both hiring and reclassification purposes.

PAROLE - Status of those adults under correctional supervision of the Department who have been released from institutional confinement by the Parole Board and are supervised while living in the community by agents of the Department.

PD - Position description form, describing the duties, performance expectations, and knowledge required for a position; for every position one of these documents is prepared.

PERFORMANCE ASSESSMENT - The process of systematically evaluating the performance of a whole program or component of a program in order to generate information which can be used to improve its future performance. Performance can be evaluated according to efficiency and/or effectiveness criteria. Assessments are required of agencies by s.16.42, Wisconsin Statutes.

PERC - Patient Evaluation Review Committee, a project administered by the Division of Health to study care needs of nursing home residents with the object of classifying residents on the basis of care need profiles and to develop differential rates of Medicaid reimbursement reflecting differential need for care.

PERSONAL CARE SERVICES - Mainly refers to assistance with the activities of daily living such as eating, dressing, bathing, and walking.

PHS - Public Health Service, one of five major agencies of HEW.

PICS - Position information control system in DHSS.

PL - Public Law; Federal term equivalent to session law in Wisconsin.

PL93-641 - National Health Planning and Resource Development Act of 1975, the basic charter for state and substate (HSA) health planning.

PLANNING GUIDELINE - A document setting forth the conceptual framework, definitions, and goals to guide implementation of a Major Initiative.

POS - Purchase of services.

POSITION - A group of duties and responsibilities which require the services of an employee on a part-time or a full-time basis. In some cases more than one employee will fill a position, each on a part-time basis.

PPD - Performance Planning and Development, a new system for evaluating performance of department employes based on joint supervisor-employee planning and emphasizing results and opportunities for staff development.

PPNIC - Project for Psychotic and Neurologically Impaired Children, at Mendota Mental Health Institute.

PR - Program revenues; consist of revenues paid into a specific fund in payment for a product or service and used to meet the cost of producing or providing that product or service.

PRF - Program revenues-Federal; consist of revenues received by the state from the Federal Government for providing, or in reimbursement for, services or programs operated by the Department.

PROBATION - Status of those persons under correctional supervision of the Department or county agencies who have been sentenced by courts to be supervised in their own community in lieu of being incarcerated.

PROSPECTIVE RATE REIMBURSEMENT - Any method of paying medical care providers for which amounts or rates are established in advance and providers are paid regardless of actual costs.

PROTECTIVE PLACEMENT - Court-ordered placement in nursing homes and other non-psychiatric protective living situations of persons found incompetent to manage their own affairs.

PROTECTIVE SERVICE - Assistance to protect a vulnerable person from being abused, exploited, or treated in a degrading manner, and to help those who are adults live as independently as possible.

PROVIDED SERVICES - Services for people actually provided by staff of the Department or local human service agencies, rather than purchased by them.

PRS - Program revenues-service; consist of revenues made up of payments from other state appropriations.

PSRO - Professional Standards Review Organization; Federally- required physician-sponsored group charged to review necessity, quality, and appropriateness of services provided under Medicare, Medicaid, and Maternal and Child Health programs in connection with reimbursing providers.

QAP - Nursing Home Quality Assurance Project; a demonstration project in DHSS to test new methods of surveying facilities and evaluating residents.

QC - Quality control; usually refers to the work of a special staff in DEA which reviews on a samplying basis income maintenance case records.

QUALITY COMPLIANCE BUREAU - The Division of Health bureau responsible for nursing home regulation.

RANGE - Salary level within a schedule; each schedule is divided into a number of salary levels.

RCC - Regional coordinating council; one in each of the Department's six regions, bringing together program division and local human service agency reps to exchange information, coordinate activities, and provide information and advice to the Secretary.

RD - Regional director for the DHSS Division of Community Services; one for each of the Department's six regions.

RECLASSIFICATION - Personnel action to change from one class to another, usually upward in recognition of enlarged responsibilities.

REGIONS - Six major areas into which the state is divided for administration of DHSS programs.

REHAB FACILITIES - Rehabilitation facilities (workshops) providing vocational assessment, work training, and sheltered employment for handicapped persons. There are 55 such facilities in Wisconsin.

RESPONSIBILITY AREA - An organizational unit with a person in charge who is responsible for operation of the unit, to include supervision, fiscal management and program administration; has an operating budget.

RFP - Request for proposal; a Federal-originated term for an announcement containing specifications about research and demonstration that the Federal government wants and will pay for, and calling for proposals from outside parties to do it.

RNIP - Relief to Needy Indian Persons, a program administered by the Division of Economic Assistance (DEA).

RSA - Rehabilitation Services Administration, part of OHDS in HEW; relates to state-administered vocational rehabilitation programs.

SCHEDULE - Pay plan applying to a particular bargaining unit (union) of employees or to non-represented employees.

SECONDARY GRANT - A grant made from a grant received; usually funds made available by the Department to a local service provider for a particular project from funds provided to the Department by a Federal government agency.

SECRETARY - Head of the Department.

SECTION 314(d) - of the Public Health Services Act of 1944, as amended; source of health revenue-sharing funds.

SECTION 504 - of the Vocational Rehabilitation Act of 1973, as amended; concerns access of handicapped persons to programs and facilities.

SELECT COMMITTEE - Usually reference is to the Select Legislative Committee on Health and Social Services (1975-1976) which studied and made recommendations on reorganization of DHSS.

SESSION LAWS - Laws enacted during two-year sessions of Wisconsin Legislature. Numbered in the order of enactment during the session, e.g., Chapter 42 of the Laws of 1977, Chapter 9 of the Laws of 1979. Later disassembled for integration into Wisconsin Statutes.

SIDS - Sudden Infant Death Syndrome.

SHCC - State Health Coordinating Council; required by PL93-641; known in Wisconsin as Health Policy Council (HPC).

SNF - Skilled Nursing Facility: a Federal Titles XVIII and XIX term for facilities certified to be reimbursed for care provided to residents who no longer need the type of care and treatment provided in a hospital but do require some medical attention and continuous skilled nursing observation.

SOUTHERN REGION (1) - One of six common regions for DHSS staff in the field, Madison-headquartered.

SOUTHEASTERN REGION (2) - One of six common regions for DHSS staff in the field, Brookfield-headquartered.

SPRITE - An outward bound pre-release project for youth under correctional supervision of the Department. Intended to cultivate resourcefulness, teamwork, trust, handling of stress. Initials stand for Spirit-Pursuit-Readiness-Initiative-Trial-Education.

SSA - Social Security Administration, one of five major agencies of HEW.

SSD - County social service departments; these administer public assistance and social service programs; same as DSS, CDSS.

SSI - Supplemental Security Income; a Federal government income support program guaranteeing a floor under income for aged, blind, and disabled persons.

SSIS - Social Service Information System in DCS.

STATE PLAN - Usually refers to a document prepared by the Department as a condition for receipt of Federal funds; often a compliance document or a record of policy and procedure.

STEP - Pay increment within a pay range.

SUM CERTAIN - An appropriation providing funding up to but not exceeding a certain amount.

SUM SUFFICIENT - An appropriation providing whatever level of funding is necessary to accomplish the purpose for which it was made.

SWC - Southern Wisconsin Center, DHSS facility for developmentally disabled persons near Union Grove.

TASK ASSIGNMENT - A formal (numbered and tracked) assignment from the Secretary to one or more division administrators, related to a Major Initiative, with the expectation of periodic reporting of progress in carrying it out.

TCI - Taycheedah Correctional Institution, near Fond du Lac; provides all levels of security for adult female offenders.

THERAPEUTIC COMMUNITY - A residential treatment modality for the more serious cases of drug abuse; there are today five such communities in Wisconsin.

TIS - Transitional Information System in DCS; covers mental health, developmental disabilities, alcohol and drug abuse programs.

TITLE I - of the Elementary and Secondary Education Act (ESEA), PL89-10 as amended, a source of funding for DHSS-related day service and residential programs for mentally handicapped youth and youth at juvenile correctional facilities.

TITLE III - of the Older Americans Act, PL95-478, areawide planning by Area Agencies on Aging (AAA), including Nutrition Program for the Elderly.

TITLE IVA - of the Social Security Act of 1935, as amended: Aid to Families with Dependent Children (AFDC).

TITLE IVB - of the Social Security Act of 1935, as amended: Child Welfare.

TITLE IVC - of the Social Security Act of 1935, as amended: Work Incentive (WIN) program.

TITLE IVD - of the Social Security Act of 1935, ad amended: Child Support Enforcement.

TITLE V - of the Social Security Act of 1935, as amended: Maternal and Child Health

TITLE XVI - of the Social Security Act of 1935, as amended: Supplemental Security Income (SSI).

TITLE XVIII - of the Social Security Act of 1935, as amended: Medicare.

TITLE XIX - of the Social Security Act of 1935, as amended: Medicaid

TITLE XX - of the Social Security Act of 1935, as amended: Social Services

TPR - Termination of parental rights (Subch. VIII of Chap. 48, Wisconsin Statutes).

TRY- Treatment and Rehabilitation of Youth p[illegible] at Mendota Mental Health Institute; a pro[illegible] for especially assaultive/aggressive youth.

UC - Unemployment compensation.

VR - Vocational rehabilitation; services to enable persons with physical or mental handicaps to become employable.

WAAODA - Wisconsin Association on Alcoholism and Other Drug Abuse.

WACHSP - Wisconsin Association of Community Human Service Programs; association of directors of 51. agencies.

WAD - Wisconsin Association for the Deaf

WAHA - Wisconsin Association of Homes for the Aging (non-profit, mainly church-related).

WANH - Wisconsin Association of Nursing Homes (for-profit).

WARC - Wisconsin Association for Retarded Citizens.

WCCJ - Wisconsin Council on Criminal Justice; criminal justice planning body distributing Federal LEAA funds.

WECA - Wisconsin Early Childhood Association (day care, mainly; also early childhood education, child nutrition and health, parental education).

WELLNESS - Newer term used by some people in place of health and to contrast with illness; proponents emphasize self-help.

WEPA - Wisconsin Environmental Policy Act, s.1.11 of the Wisconsin Statutes; requires environmental assessments and environmental impact statements (EIS) for some proposed actions of state agencies.

WESTERN REGION (5) - One of six common regions for DHSS staff in the field, Eau Claire-headquartered.

WHA - Wisconsin Hospital Association.

WIC - Womens-Infants-Children program seeking to improve the health of low-income pregnant women, infants, and children, mainly through improved nutrition made possible by vouchers for certain foods.

WIN - Work Incentive Program for AFDC recipients.

WMHI - Winnebago Mental Health Institute near Oshkosh.

WORD PROCESSING CENTER - IBM-originated term for a typing pool.

WPHA - Wisconsin Public Health Association.

WSP - Wisconsin State Prison at Waupun, a maximum security institution for adult male offenders, primarily those over age 25; official name is Waupun Correctional Institution (7/1/79).

WSR - Wisconsin State Reformatory at Green Bay, a maximum security institution for adult male offenders, primarily those ages 18 to 25; official name is Green Bay Correctional Institution (7/1/79).

WSSDA - Wisconsin Social Service Directors Association; association of directors of county social service departments.

YPLC - Youth Policy and Law Center, a Madison-based legal advocacy group.

PM:bh/11
5/7/80